

JOE WARDY  
MAYOR



## CITY COUNCIL

SUSAN AUSTIN  
DISTRICT NO. 1

ROBERT A. CUSHING, JR.  
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO  
DISTRICT NO. 3

JOHN F. COOK  
DISTRICT NO. 4

DANIEL S. POWER  
DISTRICT NO. 5

PAUL J. ESCOBAR  
DISTRICT NO. 6

VIVIAN ROJAS  
DISTRICT NO. 7

ANTHONY W. COBOS  
DISTRICT NO. 8

REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS  
MARCH 9, 2004  
9:00 A.M.

The City Council met in regular session at the above place and date. Mayor Joe Wardy present and presiding and the following Council Members answered roll call: Susan Austin, Robert A. Cushing, Jr., Jose Alexandro Lozano, John F. Cook and Anthony W. Cobos. Late Arrivals: Paul J. Escobar arrived at 9:07 a.m. and Vivian Rojas and Mayor Joe Wardy arrived at 9:05 a.m. Absent: Daniel S. Power. Meeting was called to order at 9:04 a.m. and the invocation was given by Police and Fire Chaplain Sam Faraone, followed by the Pledge of Allegiance to the Flag of the United States of America.

### MAYOR'S PROCLAMATIONS

1. ***Girl Scout Week***
2. ***Women in Construction Week***

\*Motion made, seconded and unanimously carried to postpone one (1) week the following item: A real American Revolutionary Hero, George Mason. [Anita Blair]

No action was taken on the discussion and action regarding railroad safety concerns and how it affects the community. [Julie Natividad]

Ms. Julie Natividad, citizen, spoke in opposition of remote control locomotives and requested that the Council Members support the adoption of a Resolution similar to that of the City of Sparks, Nevada (copy on file in City Clerk's Office). She provided additional documentation (on file in the City Clerk's Office).

Representatives Cushing, Lozano and Rojas made comments.

Motion made by Representative Escobar, seconded by Representative Cobos and unanimously carried to recess City Council Meeting at 9:41 a.m. to discuss the Mass Transit Board Meeting at 9:41 a.m.

Motion made by Representative Cook, seconded by Representative Rojas and unanimously carried to reconvene the City Council Meeting from the Mass Transit Board Meeting at 10:00 a.m.

Motion made by Representative Cobos, seconded by Representative Cook and unanimously carried to approve, as revised, all matters listed under the Consent Agenda unless otherwise noted.

(Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk {\*}).

\*Motion made, seconded and unanimously carried to approve the Minutes for Special City Council Meeting of February 23, 2004 and Regular City Council Meetings of February 4, 2003, and February 24, and March 2, 2004.

\*Motion made, seconded and unanimously carried to excuse Representative Daniel S. Power from the Regular City Council Meeting of March 9, 2004.

**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That Superior Aviation Fuel Enterprises, LLC ("Superior") and Cutter Beechcraft, Inc. ("Cutter") be allowed to continue the Commercial Aviation Fixed Base Operations Leases which expired on February 29, 2004, on a month to month basis without holdover penalty to allow sufficient time for the construction of the tenant improvements in accordance with the terms of the new leases signed by Superior and Cutter, which were approved by City Council in 2003.

**\*RESOLUTION**

**WHEREAS**, in celebration of the 75<sup>th</sup> Anniversary of the El Paso International Airport, the Department of Aviation hosted its first Career Fair and Airport Tour ("EPIA Career Day") at the El Paso International Airport to benefit El Paso area high school students on April 10, 2003.

**WHEREAS**, due to the success of the first EPIA Career Day, the Department of Aviation would like to host another event this year.

**WHEREAS**, the El Paso Community College, the University of Texas at El Paso and the Canutillo Independent School District have requested they also be invited to participate.

**WHEREAS**, the City Council of the City of El Paso has determined that a public purpose will be served by introducing local students to career opportunities in aviation.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Department of Aviation be authorized to hold a Career Fair and Airport Tour at the El Paso International Airport on April 2, 2004 from 8:30 am to 4:30 pm; to extend invitations to the principals and counselors of El Paso area high schools, the El Paso Community College, the University of Texas at El Paso, and the Canutillo Independent School District to bring students; and to provide exhibit space in the La Placita Conference Center to companies and governmental entities who do business at the El Paso International Airport free of charge.

**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign the following grant applications on behalf of the Arts and Culture Department for submission to the Texas Commission on the Arts (TCA) and to sign the related contracts and documents should funds be granted, either in the requested amounts or at such lesser amounts as may be approved by the TCA. These grants will be used for the Sub-granting and Core Application/Music Under the Stars World Festival program for guest artists for FY 2005. The grant amounts are as follows:

1. To request and receive \$35,000 to sub-grant local arts organizations through the Sub-granting Program for FY 2005. No new matching funds are required.
2. To request and receive \$15,000 to present guest artists for the Music Under the Stars World Festival for FY 2005. No new matching funds are required.

**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign the following grant applications on behalf of the Arts and Culture Department for submission to the Heartland Arts Fund ("HAF") and to sign the related contracts and documents should funds be granted, either in the requested amounts or at such lesser amounts as may be approved by the HAF. These grants will be used for the World on a String International Guitar Festival, April 8 – 16, 2005. The grant requests and applicable City matching funds are as follows.

1. To request and receive \$1,500 for artistic fee support to present Miguel Proveda/Juan Gomez "Chicuelo" on April 8, 2005, for the 2005 World on a String International Guitar Festival for FY 2005. A 1:1 match of City funds is required for the amount of the grant actually awarded.
2. To request and receive \$900 for artistic fee support to present the Barcelona Quartet on April 9, 2005, for the 2005 World on a String International Guitar Festival for FY 2005. A 1:1 match of City funds is required for the amount of the grant actually awarded.
3. To request and receive \$1,875 for artistic fee support to present the Paco Pena and Eliot Fisk on April 16, 2005, for the 2005 World on a String International Guitar Festival for FY 2005. A 1:1 match of City funds is required for the amount of the grant actually awarded.

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Motion made, seconded and unanimously carried to move to the regular agenda the following:

**RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Mayor be authorized to sign a Contract of Sale between the CITY OF EL PASO and LOMA TERRACE BAPTIST CHURCH for the purchase of

1.8028 acres, more or less, being Tracts 669 through 679, Loma Terrace No. 4-C, El Paso, El Paso County, Texas, and

2.3319 acres, more or less, being Tracts 650 through 663, Loma Terrace No. 4-C, El Paso, El Paso County, Texas

to be used for the Lomaland Basin Stormwater Drainage Project.

Representative Rojas requested clarification from City staff.

Ms. Patricia Adatao, Deputy CAO for Building and Planning Services, provided explanation and noted that the purchase price of the land was \$90,100.00.

Mr. Ed Drusina, Director of Public Works, provided additional information regarding the drainage structure.

Motion made by Representative Rojas, seconded by Representative Escobar and unanimously carried to approve the above Resolution.

Representative Lozano was not present for the vote.  
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Motion made, seconded and unanimously carried to move to the regular agenda the following:

**RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Mayor be authorized to sign and submit a Continuation Grant Application to the Substance Abuse and Mental Health Service Administration (SAMHSA) on behalf of the City of El Paso in the amount of \$400,000 in Federal funds for the Targeted Capacity Expansion: Meeting the Mental Health Services Needs of Older Adults Project; and

That Nathalie M. Prise, Interim Director of Community and Human Development, be authorized to furnish such additional information as SAMHSA may require in connection with the Application for this Project; and

That the Mayor be authorized to execute, on behalf of the City of El Paso, any Grant Agreement, and any amendments to the initial Grant Agreement which increases, decreases or deobligates Program funds, provided that no additional City funds are required, upon approval by SAMHSA; and that the Mayor be authorized to sign Agreements between the City and the Collaborative Partners for the Project, Bienvivir Senior Health Services, El Paso Community Mental Health and Mental Retardation Center, TriWest Group LLC, the County of El Paso, (City-County Nutrition Program), and LULAC Project Amistad in accordance with the Grant Application.

There was no discussion on the matter.

Motion made by Representative Austin, seconded by Representative Cushing and unanimously carried to approve the above Resolution.

Representative Cook abstained from the vote. Representative Lozano was not present for the vote.

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**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Mayor be authorized to sign an Agreement granting an Underground Electrical Easement to the El Paso Electric Company on a portion of Tract 4, W.A. Moorehouse Survey No. 13, El Paso County, Texas to provide service to the Eastwood Park Recreation Center.

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**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

**THAT** the Mayor be authorized to sign, on behalf of the El Paso City-County Health and Environmental District, the following contract amendment and renewal, and related materials, with the Texas Department of Health.

HIV/Surveillance

Document No. 7460007499-2004, Attachment No. 01A.

.....  
**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

THAT the Director of the El Paso Museum of Art be authorized to sign a Loan Agreement on behalf of the City of El Paso, for the loan of one (1) mixed media photo construction by David Taylor, **Grand Coulee Dam Spillway/Colville Houses**, 2000, to Arizona State University for an exhibition to be held from March 8, 2004 - May 10, 2004. Arizona State University will cover the costs of packing, shipping and insurance during the loan period.

**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

THAT the Director of the El Paso Museum of Art be authorized to sign an Exhibition Contract on behalf of the City of El Paso, for the loan of fifteen (15) works of art by artist **Burton Pritzker** to the Museum of the Southwest, Midland, Texas, for the traveling exhibition ***"Texas Rangeland: The Photographs of Burton Pritzker" January 10, 2005 - March 11, 2005***. There are no costs attached to this loan.

**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

THAT the Mayor be authorized to sign a grant application and any related documents with the Texas Commission on Environmental Quality (TCEQ) for the Texas Emission Reduction Plan - Emissions Reduction Incentive Grant, on behalf of the Fleet Services Department, in the amount of SEVEN HUNDRED TEN THOUSAND AND No/100 Dollars (\$710,000.00) for the replacement of old construction equipment with new construction equipment. The new equipment produces less NOX emissions and will reduce pollution in El Paso. The grant funds will offset the purchase costs of the construction equipment listed in the 2004 General Bond Election and in the 2004 Solid Waste Revenue Bond.

**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City of El Paso establishes the **CITY OF EL PASO VOLUNTEER PROGRAM** for the purpose of allowing members of the public to volunteer at any City of El Paso location.

**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign a Contract between the **CITY OF EL PASO** and **CHRISTINE MORENO**, to assist the Mayor and City Council's Office as a Staff Assistant at an hourly rate of \$14.42 for a maximum of 40 hours per week. The term of the contract shall commence no more than five days prior to the incumbent's leave of absence and shall terminate upon the incumbent's return from leave of absence. Contract subject to the concurrence of the Civil Service Commission.

Motion made, seconded and unanimously carried to move to the forefront of the Regular Agenda the following:

**RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign a Memorandum of Agreement by and between the City of El Paso, the Ysleta Del Sur Pueblo Indian Tribe and the Texas Cooperative Extension, a division of Texas A&M University System, to create a partnership for the promotion and operation of a Farmers Market.

Ms. Laura Uribarri, Mayor's Office, gave a Powerpoint presentation and thanked Governor Arturo Sinclair, Ysleta Del Sur Pueblo Indian Tribe, and Mr. Ruben Saldaña, Texas Cooperative Extension, a division of Texas A&M University System, and Mr. Daniel Mesa, Senator John Cornyn's Office, for their participation and input.

Mr. Saldaña explained that the Farmers Market would benefit both the agriculture community and the El Paso community as a whole.

Representative Escobar and Mayor Joe Wardy expressed their gratitude to all parties.

Motion made by Representative Escobar, seconded by Representative Cushing and unanimously carried to approve the above Resolution as revised.

NOTE: Resolution was revised to read "Texas Cooperative Extension, a division of Texas A&M University System" and it was considered at the beginning of the meeting following the Mayor's proclamations.

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\*Motion made, seconded and unanimously carried to delete the Resolution that the Mayor be authorized to sign a Sub-License Agreement between Access Administrators, Inc. and the City of El Paso, which will allow the City to use 100 parking spaces, within the parking garage at 200 Kansas Street, at the cost of \$20.00 per permit.  
.....

**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Mayor be authorized to sign a First Amendment to Contract for Parking between Diversified Parking, Inc. and the City of El Paso, to increase the amount of parking spaces used from thirty to sixty-five, to increase the rental amount, and to add the lot on 405 N. Oregon.

.....  
**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Mayor be authorized to sign an Amendment to the Personal Services Contract between the **CITY OF EL PASO** on behalf of the Parks and Recreation Department and **DELILA SATTIZAHN**, to amend the job duties to include the supervision of the Club Rec Camp at one additional site, and to increase the amount of compensation from \$9.25 per hour to \$13.00 per hour, from May 1, 2004 through August 31, 2004.

.....  
**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Mayor be authorized to sign an Amendment to the Personal Services Contract between the **CITY OF EL PASO** on behalf of the Parks and Recreation Department and **CAROLYN JO TROMER**, to amend the job duties to include the supervision and administration of the Club Rec Camp at one additional site, and to increase the amount of compensation from \$9.25 per hour to \$13.00 per hour, from May 1, 2004 through August 31, 2004.

.....  
**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

**THAT** the Mayor be authorized to execute the following **INDEPENDENT CONTRACTOR** contract on behalf of the **PARKS AND RECREATION DEPARTMENT**. Funding for this contract is in fiscal year **2003/2004** appropriations to be approved by the City Council.

**SAN JUAN RECREATION CENTER**  
**DEPARTMENT ID: 51510123, ACCOUNT 502214**

CONTRACTOR: Ivan Garcia, Ballroom/Modern Dance Instructor  
DATES: March 10, 2004 through August 31, 2004  
RATE PER CL: \$9.55  
MAXIMUM AMT: \$1,002.75  
CONTRACT: 2003/2004-106

.....  
**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to accept donations from various business and citizens of merchandise and refreshments for use in connection with the presentation of a three-day conference entitled "Empowering Women in Law Enforcement" to be presented by the Police Department June 7, 8 and 9, 2004; that the Chief of Police or his designee compile a list of all contributions; and that the City Council finds a public purpose in the distribution of any donated merchandise and refreshments to attendees at the conference, as the conference will address issues of importance to the City regarding the recruitment and retention of women in law enforcement.

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**\*RESOLUTION**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign an Agreement with HOUSING AUTHORITY OF THE CITY OF EL PASO to lease the company Thirty-Three (33) 32 Gallon Containers for a service fee of \$5.00 for each month, for the purpose of collecting the company's recyclable materials in conjunction with the Department of Solid Waste Management's recycling program.

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**\*NOTICE OF PUBLIC HEARING**

To All Interested Parties:

You are hereby notified that at 9:00 a.m. on the 13<sup>th</sup> day of April, 2004 in the Council Chambers of City Hall, #2 Civic Center Plaza, El Paso, Texas, the City Council of El Paso will hold a public hearing on the question of whether the Building located on the property at 9600 Gaza Drive, in El Paso, Texas, which property is more particularly described as:

Lot: A portion of Lot 33, Block 11, Vista Del Prado Unit Three, El Paso County, Texas, according to the Map thereof on File in Book 55, Page 42, Plat Records of El Paso County, Texas.

is unsafe and dangerous.

According to the real property records of the County of El Paso, Texas, Bank Atlantic, P. O. Box 1748, Sanford, Florida 32772, is listed as the Owner of the real property described herein.

The Owner of said property is hereby ordered to appear before City Council and any mortgagees, lien holders, and other persons having an interest in said property are entitled to appear before City Council at said date, hour, and place to show cause why said Building should not be declared a nuisance and ordered to be abated; and

The Owner, lien holders, mortgagees, or any other person having an interest in the property are hereby required to submit at the hearing proof of the scope of any work that may be required to bring the building into compliance with Titles 17 and 18 of the code as mandated by Section 18.52.040 of the Municipal Code, and to specify the time it will take to reasonably perform the work.

At the hearing, the owner, lien holders, mortgagees, or any other person having an interest in the property must present to City Council any evidence showing that the structure or part thereof is safe.

All documents such as building plans, specifications, drawings, reports from design professionals and any other required documents must be presented to City Council at this hearing.

The time periods, which govern the completion of work ordered by Council, are outlined in Subsection 18.52.040 (3) pursuant to State law.

If the Owner fails, neglects or refuses to comply with the order of City Council the City may pursue one, or more of the following actions:

- I) the city will perform any and all work needed to bring the property into compliance with this order, at its own expense, but for and on account of the Owner, of said property, the cost of which shall be assessed as a lien against the property and;
- II) assess a civil penalty against the property Owner for failure to repair, remove or demolish said Building in an amount not to exceed \$1000.00 a day for each violation, or \$10 a day if the Owner shows that the property is the Owner's lawful homestead and;
- III) the Owner may be confined in jail as permitted by state law and;
- IV) appoint a receiver as permitted by state law.

Any civil penalty or assessment imposed will accrue interest at a rate of ten (10) percent a year from the date of the assessment until paid in full; and

That the City Clerk is ordered to provide notice of this hearing to the record Owner and all other persons having an interest in the property as provided by law.

According to the real property records of El Paso County, you own the real property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to the Housing Compliance Office of the Building Permits and Inspections, 5<sup>th</sup> floor, City Hall, no later than the 20<sup>th</sup> day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.

.....  
\*NOTICE OF PUBLIC HEARING

To All Interested Parties:

You are hereby notified that at 9:00 a.m. on the 30<sup>th</sup> day of March, 2004 in the Council Chambers of City Hall, #2 Civic Center Plaza, El Paso, Texas, the City Council of El Paso will hold a public hearing on the question of whether the Building located on the property at 4007 Tyler Avenue, in El Paso, Texas, which property is more particularly described as:



Lots: 11 and 12, Block 57, Amended Map of Morningside Heights Addition, an Addition to the City of El Paso, El Paso County, Texas, according to the map thereof on File in Book 11, Page 33, Plat Records of El Paso County, Texas

is unsafe and dangerous.

According to the real property records of the County of El Paso, Texas, Carmen Mendoza, C/O I. H. S. of El Paso, 2301 N. Oregon Street, El Paso, Texas 79902, is listed as the Owner of the real property described herein.

The Owner of said property is hereby ordered to appear before City Council and any mortgagees, lien holders, and other persons having an interest in said property are entitled to appear before City Council at said date, hour, and place to show cause why said Building should not be declared a nuisance and ordered to be abated; and

The Owner, lien holders, mortgagees, or any other person having an interest in the property are hereby required to submit at the hearing proof of the scope of any work that may be required to bring the building into compliance with Titles 17 and 18 of the code as mandated by Section 18.52.040 of the Municipal Code, and to specify the time it will take to reasonably perform the work.

At the hearing, the owner, lien holders, mortgagees, or any other person having an interest in the property must present to City Council any evidence showing that the structure or part thereof is safe.

All documents such as building plans, specifications, drawings, reports from design professionals and any other required documents must be presented to City Council at this hearing.

The time periods, which govern the completion of work ordered by Council, are outlined in Subsection 18.52.040 (3) pursuant to State law.

If the Owner fails, neglects or refuses to comply with the order of City Council the City may pursue one, or more of the following actions:

- I) the city will perform any and all work needed to bring the property into compliance with this order, at its own expense, but for and on account of the Owner, of said property, the cost of which shall be assessed as a lien against the property and;
- II) assess a civil penalty against the property Owner for failure to repair, remove or demolish said Building in an amount not to exceed \$1000.00 a day for each violation, or \$10 a day if the Owner shows that the property is the Owner's lawful homestead and;
- III) the Owner may be confined in jail as permitted by state law and;
- IV) appoint a receiver as permitted by state law.

Any civil penalty or assessment imposed will accrue interest at a rate of ten (10) percent a year from the date of the assessment until paid in full; and

That the City Clerk is ordered to provide notice of this hearing to the record Owner and all other persons having an interest in the property as provided by law.

According to the real property records of El Paso County, you own the real property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to the Housing Compliance Office of the Building Permits and Inspections, 5<sup>th</sup> floor, City Hall, no later than the 20<sup>th</sup> day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.

Subdivision: Upper Valley Place Unit Three  
Owner/Developer: Sunny View L.L.C.  
Consultant: Brock and Bustillos Inc.

Kapriz Avenue - from the west Right Of Way line of Upper Valley Road to the end of cul-de-sac

Kaila Place - from the north property line of Kapriz Avenue to the south property line of Oscar Perez Avenue

## Surface Drainage

**B. Lozano, Jose E. – Automotive Service Worker I**

### Police Trainee (41)

Delete	1.00	X-Ray Technician	GS20
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\*Motion made, seconded and unanimously carried to re-appoint Martin R. Wagner to the City Accessibility Advisory Committee by Representative Paul J. Escobar, District 6.

\*Motion made, seconded and unanimously carried to appoint Leslie Ann Allen to the Brownfields Redevelopment Board by Representative Susan Austin, District 1.

\*Motion made, seconded and unanimously carried to appoint Olga E. Holguin to the Parks & Recreation Advisory Board to fill an unexpired term requested by Representative Daniel S. Power, District 5.

\*Motion made, seconded and unanimously carried to appoint Catherine McGarrity to the City-County Animal Shelter Advisory Committee by Mayor Pro Tempore Anthony W. Cobos, District 8.

\*Motion made, seconded and unanimously carried to approve the installation, power, and maintenance of residential street light at the following location:

Request to allocate \$899.00 from District 1 Special Projects Account to install residential street light at 120 Northwind Drive by Representative Susan Austin.

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\*Motion made, seconded and unanimously carried to approve that the Director of Purchasing be authorized to exercise the City's option to extend the term of the agreement for two additional years, from February 27, 2005 to February 26, 2007 pursuant to the provisions of Contract 2002-084 with Main Auto Parts, El Paso, Texas for Auto Parts Price List-Fuel System Components.

Option No.: One of One  
  
Department: Fleet Services  
Funds available: 37370155-503121  
Funding source: Fleet Service Internal Fund  
Total amount: \$15,000.00 (estimated annually)

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\*Motion made, seconded and unanimously carried to award Bid No. 2004-027 Janitorial Services for the Santa Fe and Stanton International Bridges

Award to: Global Clean  
El Paso, Texas  
Item (s): All  
Amount: \$21,310.13 (estimated annually)  
  
Department: Streets - Bridges  
Funds available: 3201283-40272-502206  
Funding source: Street – Bridges, Janitorial Maintenance Services Contract  
Total award: \$63,930.39

The Street Department and Purchasing Department recommend award as indicated as this vendor meets the Best Value Procurement Criteria and responsible and responsive bidder.

This is a thirty-six (36) month contract with the option to extend the term of this contract for two (2) additional years. Additionally, Global Clean offers a 1.5% 10 days prompt payment discount.

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\*Motion made, seconded and unanimously carried to award RFP No. 2004-061R Airport Financial & Planning Services and Master Plan Update

Award to: Ricondo & Associates  
San Antonio, Texas  
Amount: \$2,000,000.00 (three years, total not to exceed amount)  
  
Department: Department of Aviation  
Funds available: 62620001-502115-40101  
Funding source: Airport Operating Fund  
Total award: \$2,000,000.00 (three years, total not to exceed amount)

The Review Committee recommends award as indicated. Ricondo & Associates submitted the highest ranked and best proposal to meet the needs of the City.

This contract provides for Airport Financial & Planning Services & Master Plan Update on an as needed basis. The term of the contract is three (3) years with the City's option to extend for an additional one (1) year.

Furthermore, it is requested that staff be authorized to negotiate, the City Attorney's Office to review and that the Mayor execute any additional documents as necessary. Additionally, authorize OMB and Mayor to execute budget transfers as necessary to fund services.

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 \*Motion made, seconded and unanimously carried to award Bid No. 2004-068 Citywide Minor Drainage Improvements Project Group 4

Contractor:	C. F. Jordan, L.P. El Paso, Texas
Department:	Street Department
Funds Available:	31115108/PPW0029003/26061/508027
Funding Source:	Previous Sales of General Obligation Bonds
Items:	Base Bid I \$ 49,995.00
	Base Bid II \$ 83,120.00
	Base Bid III \$239,301.00
	Base Bid III-A \$ 1,250.00
	Base Bid IV \$442,425.00
	Base Bid IV-A \$ 1,410.00
	Base Bid V \$ 22,635.00
	Base Bid VI \$ 69,961.00
	Base Bid VII \$ 39,648.00
Total Award:	\$949,745.00

The Purchasing, Engineering and Street Departments recommend the award of this contract to C. F. Jordan, L.P. the low responsible, responsive bidder. It is requested that the Mayor of the City of El Paso be authorized to sign the referenced contract approved by the City Engineer, Contract Compliance, and the City Attorney. Additionally, it is requested that the Mayor be authorized to execute budget transfers for this award and project, as necessary.

As part of the award of this contract, the City Engineer is authorized to approve contract changes which are necessary for proper construction of the work and carrying out the intent of the design, but which do not increase the scope of the contract as awarded in an amount not to exceed \$ 25,000.00 per numbered change order, and not to exceed the total of 10% of the original contract price as awarded, without further authorization by City Council.

Work under the unit price component is only an estimated value or not to exceed amount and will be ordered, performed, invoiced and paid by measured quantity. The actual cost of the unit price component will be the sum total of unit prices at the end of the contract term.

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 \*Motion made, seconded and unanimously carried to approve budget transfer BT2004-465 PARKS AND RECREATION

This budget transfer requests a new appropriation for the Northeast Recreation Center to replace broken and unsafe furniture and equipment in their preschool, daycare and office. Money is available in their fund balance.

Increase	\$10,500	to	51510107/P50021116311/407002	Est Rev
Increase	\$10,500	to	51510107/P50021116311/508009	Furniture
Increase	\$12,000	to	51510107/P50021116311/407002	Est Rev
Increase	\$12,000	to	51510107/P50021116311/508008	Equip&Appl

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\*Motion made, seconded and unanimously carried to approve budget transfer BT2004-491 HUMAN RESOURCES

To cover Assessment Center for the remainder of FY04.

Decrease	\$17,000	from	09010027/01101/502208	Per Rec Cont
Increase	\$17,000	to	09010029/01101/502103	Assmt Center

.....  
\*Motion made, seconded and unanimously carried to approve budget transfer BT2004-492 PARKS AND RECREATION

This budget transfer requests a new appropriation for the Carolina Recreation Center to replace existing unsafe equipment; to purchase equipment for a new gymnastics program; and to purchase other required recreational supplies. Surplus is available in fund balance.

Increase	\$15,200	to	51510073/P50020816308/407002	Est Rev
Increase	\$15,200	to	51510073/P50020816308/508009	Furn & Fix
Increase	\$ 1,800	to	51510073/P50020816308/407002	Est Rev
Increase	\$ 1,800	to	51510073/P50020816308/503116	Rec Sup

.....  
\*Motion made, seconded and unanimously carried to approve the request of Del Norte Lions Club to hold a 4<sup>th</sup> of July Parade on Sunday, July 4, 2004 from 9:00 a.m. to 10:30 a.m. Route: Start at Hanks High School on Lee Trevino and Montwood, proceed on Montwood to Yarbrough, turn right on Yarbrough to Album, turn left on Album to Album Park, parade will disband at Album Park. Approximately 900 persons, 70 vehicles, 12 animals will take part. This request includes permission to use amplification (5 speakers, 5 amplifiers, and 5 microphones). PERMIT NO. 04-010 [Gloria Diaz]

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\*Motion made, seconded and unanimously carried to delete the request of Young Soo Choi to use amplification (1 amplifier, 1 microphone, and 2 speakers) at 301 S. El Paso St. on March 13, 2004 through December 31, 2004 to promote sales. Approximately 1 person will take part. PERMIT NO. 04-011 [Young Soo Choi]

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\*Motion made, seconded and unanimously carried to postpone two (2) weeks the introduction of an Ordinance amending Sections of Title 9 (Health and Safety), Chapter 9.12 (Food and Food Handling Establishments). The penalty being as provided in Section 9.12.890 of the El Paso Municipal Code.

.....  
Motion made by Representative Escobar, seconded by Representative Cobos and unanimously carried that the following Ordinances, having been introduced pursuant to Section 3.9 of the El Paso City Charter, be advertised for public hearing:

- A. An Ordinance amending Title 5 (Business Taxes, Licenses and Regulations), Chapter 5.96 (Tattooers), in its entirety and to create a New Chapter 5.96 (Tattooing and Body Piercing Licenses). The penalty being as provided herein.
- B. An Ordinance to amend Title 9 (Health & Safety), by adding a new Chapter 9.32 (Tattooing and Body Piercing), to provide for the regulation of Tattooing and Body Piercing. The penalty being as provided herein.
- C. An Ordinance amending Ordinance 8064 (The Classification and Compensation Plan) to revise the Class of **TAX COLLECTIONS SUPERVISOR**.
- D. An Ordinance amending Ordinance 8064 (The Classification and Compensation Plan) to revise the Class of **TAX CUSTOMER ACCOUNTS SUPERVISOR**.

- E. An Ordinance amending Ordinance 8064 (The Classification and Compensation Plan) to create the Class of **LEGAL FILE CLERK**.

**PUBLIC HEARING WILL BE HELD ON MARCH 23, 2004 FOR ITEMS A – E**

- F. An Ordinance changing the zoning of Lots 9 - 11, Block 109, Morningside Heights, El Paso, El Paso County, Texas (3927 Truman Avenue) from A-2 (Apartment) to S-D (Special Development) and imposing certain conditions. The penalty being as provided in Chapter 20.68 of the El Paso Municipal Code. Applicant: Akram Jahangiri / Representative: Del Rio Engineering, Inc.; 491 N. Resler Drive Suite F, El Paso, TX 79912. ZON03-00081
- G. An Ordinance changing the zoning of Tract 6A, Block 1, Ysleta Grant and Tract 17B, Block 5, Ysleta Grant, El Paso, El Paso County, Texas (North Loop Drive Southeast of Bordeaux Drive) from R-F (ranch and farm) to C-2 (commercial) and imposing certain conditions. The penalty being as provided in Chapter 20.68 of the El Paso Municipal Code. Applicant: Martha Wilson / Representative: David Karns; 6006 N. Mesa Street #201, El Paso, TX 79912. ZON04-00018

**PUBLIC HEARING WILL BE HELD ON MARCH 30, 2004 FOR ITEMS F - G**

Public Hearings will be held as part of the regular City Council meeting which begins at approximately 9AM. All interested persons present shall have an opportunity to be heard at that time. After the public hearings, Council may also delay taking action on Ordinances, no requirement is made by Section 3.9B of the El Paso City Charter to publish any further notice. Copies of all Ordinances are available for review in the City Clerk's office, 2 Civic Center Plaza, Monday through Friday, 8AM to 5PM.

.....  
Motion made by Representative Escobar, seconded by Representative Cook and unanimously carried that the City enter into discussions regarding the funding of the El Paso City Employee's Pension Fund through its Board of Trustees within two (2) weeks and that a progress report be made to City Council in four (4) weeks.

Mr. Juan Sandoval, Trustee and Chairman of the El Paso City Employees' Pension Fund ("EPCEPF"), explained that the trustees of the EPCEPF act as fiduciaries.

Mr. Rich MacKeysey, Mellon Human Resources and Investors Services, gave a presentation on the current underfunding of the pension fund. He explained the impact the current underfunding would have on the projected health of the fund over the next decades.

Mr. Robert Ash, Pension Administrator of the El Paso City Employees' Pension Fund, explained that the Non-Uniformed City Employees' Pension Fund had followed a conservative investment policy and that the fund had been recognized as one of the top municipal pension funds even during the period of steep stock market declines after 9/11.

Representative Austin questioned Mr. MacKeysey regarding the expected rate of return and asked further questions of Mr. Sandoval.

Representative Cushing questioned Mr. MacKeysey regarding the losses experienced by the Fund.

Mayor Joe Wardy questioned Mr. Ash.

Representative Escobar, Board Member of the EPCEPF, noted that all pensions had been affected by the recent downward trend in the stock market and asked Mr. Ash the differences between a "13<sup>th</sup> check" and a "COLA" (Cost of Living Allowance).

Mr. Frank Delgado, City employee, thanked the Pension Board Members for the diligence in overseeing the pension fund and commented on yearly COLA's given to uniformed City employees. He requested that the

Council Members assist the EPCEPF and noted that both current and retired City employees work(ed) for their pensions.

Mr. Dryden Smith, retired City employee, requested that Council Members meet and discuss problems of the pension with the Pension Board Members.

Mr. Jim Fraser, twenty-seven year City employee, commented on the contributions made by the City to both the uniformed and non-uniformed employees' pension funds.

Mr. John Ruiz, retired City employee, requested Council Members assistance regarding the non-uniformed City employees' pension fund.

Ms. Cecilia Rios, retired City employee with 30 years of service, gave examples of disparities between the pensions paid to non-uniformed and uniformed employees. She explained how the annual COLAs paid to Police and Fire pensioners cause significant growth in the annual pension paid to them while the non-uniformed pensioners' annual pension remains stagnant, unaffected by the 13th check paid periodically; she requested that Council Members give the underfunding issue of the non-uniformed City employees' pension fund the same consideration they are giving to the uniformed employees' pension fund.

Mr. Ramon Montes, Jr., retired City employee, commented on essential (uniformed employees) and non-essential employees (non-uniformed employees). He requested that the language "non-essential" be removed.

Mr. Bill Arbalo, AFSCME Local 59, noted that uniformed employees' collective bargaining was State mandated and requested that Council Members make the necessary adjustments for the non-uniformed City employees' pension fund.

Representative Lozano questioned how the Council Members could provide the necessary assistance.

Representative Escobar suggested Mr. Ash meet with Representative Lozano to discuss the possibilities.

Representative Cushing requested a two week postponement so that additional information might be presented for Council Members' information. There was no second.

Representative Cook requested that EPCEPF return to City Council with recommendations in four (4) weeks.

.....  
**RESOLUTION**

**WHEREAS**, the City issued Contract No. 2000-146R pursuant to Request for Proposals No. 2000-146R, awarded May 16, 2000, for providing Professional Services – Airport Financial & Planning Services for the Department of Aviation; and

**WHEREAS**, pursuant to Section C, Clause No. 8(A) of the Contract (Termination), the City reserved the right to terminate the Contract for Convenience; and

**WHEREAS**, the City desires to terminate said Contract for convenience pursuant to the provisions of the Contract; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That Contract No. 2000-146R with Leigh Fisher Associates is hereby terminated for convenience and the Director of Purchasing is hereby directed to notify the Contractor that the termination is effective April 12, 2004.

Mr. Byron Johnson, Director of Purchasing, provided explanation.

Motion made by Representative Cook, seconded by Representative Cobos and unanimously carried to approve the above Resolution. Representative Escobar was not present for the vote.

Motion made by Representative Austin, seconded by Representative Cobos and unanimously carried to reject Bid No. 2004-066, Hendrickson Suspension Service & Parts as recommended by Purchasing and the Fleet Services Department.

This requirement will be reviewed by the user department; a new solicitation will be issued at a later time.

Representative Escobar was not present for the vote.

.....  
RESOLUTION

WHEREAS, the Director for Building Permits and Inspections and the Fire Marshal of the City of El Paso have conducted an investigation and have reported to the City Council in writing that they are of the opinion that the structures located on the property at 7360-7380 Alameda Avenue, in El Paso, Texas, which property is more particularly described as follows:

Block 40, Cedar Grove Park #5, Pt. of 2 (101.16' on N IRREG on E, 147.10' on S 467.0' on W) 1.6652 AC TR 10-B & TR 10-C of Block 26, Ysleta

are dilapidated, substandard, and unfit for human habitation; is a hazard to public health, safety, and welfare; does not meet the minimum standards for continued use and occupancy contained in Titles 17 and 18 of the Municipal Code which are adopted and incorporated by reference into Section 18.52; and

WHEREAS, Trujillo Enterprise, LTD, 5032 Montoya Drive, El Paso, Texas 79922, record Owner, and all mortgagees and lienholders were duly notified according to law to appear at a public hearing before City Council at 9:00 a.m. on March 9<sup>th</sup>, 2004; and

WHEREAS, NO ONE, APPEARED,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That City Council having heard the evidence, makes the following findings:
  - a. That the dilapidated mobile homes located on said property are unsafe, substandard, unfit for human habitation or use, and therefore a hazard to the public health, safety, and welfare; and
  - b. That the dilapidated mobile homes are not in substantial compliance with municipal ordinances regulating fire protection, structural integrity, and disposal of refuse; and
  - c. Since the owner has failed to supply any drawings, plans, or reports to indicate otherwise, we find that the dilapidated mobile homes cannot be repaired.
2. That the City Council hereby orders Owner to comply with the following requirements:
  - a. That the mobile homes be demolished and removed within (30) days; and
  - b. That the premises be cleaned of all weeds, trash and debris within (30) days; and
  - c. That the Owner of said Building is hereby ordered to comply with all requirements of the Resolution; and
  - d. That upon failure of the Owner to comply with this Resolution, any mortgagees, lienholder, and other persons having an interest in the property have an additional ten (10) days to demolish and remove the mobile homes and clean the premises of all weeds, trash, and debris; and



3. That upon failure of the Owner to comply with this Order, the City of El Paso through its Director for Building Permits and Inspections may demolish and remove the mobile homes and clean the premises of all weeds, trash, and debris at its own expense, but for and on account of the Owner of said property; and
4. That said Owner shall become personally liable for all costs incurred by City in connection with the demolition and removal of the mobile homes and cleaning the premises of all weeds, trash and debris; and
5. That the costs incurred by the City in connection with the demolition and removal of the mobile homes and cleaning the premises of all weeds, trash, and debris shall become due and payable within thirty (30) days of the date of completion of the work and such cost shall be assessed as a lien against the property unless paid; and
6. That upon failure of the Owner to comply with this Order, one or all of the following actions will be taken:
  - a. The City may perform any and all work needed to bring the property into compliance with this order, at its own expense but for and on account of the Owners of said property, the cost of which shall be assessed as a lien against the property; and
  - b. That upon failure of the Owner to comply with this order the City Council may assess a civil penalty against the property Owner in an amount not to exceed \$1,000.00 a day for each violation or, if the Owner shows that the property is the Owner's lawful homestead, in an amount not to exceed ten (10) dollars a day for each violation; and
  - c. That upon failure of the Owner to comply with this order, the Owner may be confined in jail as permitted by state law; and
7. That upon failure of the Owner, any mortgagees or lienholders to restore the Building so that it complies with all relevant City Code requirements, the City of El Paso, if applicable, may bring an action in District Court to request appointment of a receiver for the rehabilitation of said property pursuant to Section 214.003 of the Texas Local Government Code; and
8. The Owner, any mortgagees, or lienholders have a right to appeal these findings to a court of competent jurisdiction within ten (10) days after notice of this Resolution. The findings shall become final after ten (10) days of receipt of Notice; and
9. That any civil penalty or assessment imposed will accrue interest at a rate of ten (10) percent a year from the date of assessment until paid in full; and
10. That the City Clerk is ordered to cause copies of this Resolution to be served on the record Owner and all other persons having interest in the property as provided by law.

According to the real property records of El Paso County, you own the property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to this office no later than the 20<sup>th</sup> day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.

Mr. Thomas Maguire, Building Permits and Inspections, presented the case to Council Members and gave the department's recommendation(s).

The City Clerk called for any public comment. There was no public comment.

Motion made by Representative Lozano, seconded by Representative Cushing and unanimously carried to approve the above Resolution.

Representatives Cushing and Cobos were not present for the vote.

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\*Motion made, seconded and unanimously carried to postpone four (4) weeks the public hearing to determine if the property located at 4425 Sunrise Avenue, in the City of El Paso (legal description on file with the City Clerk) is a fire and safety hazard, and a nuisance and whether the same should be repaired or demolished. First investigated April 28<sup>th</sup>, 2003. The owner of this property, Michael V. Torres, 5104 Flower Drive, El Paso, Texas 79905, has been notified of the violations at this property. Delinquent taxes in the amount of \$21,886.89.  
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**ADDITION TO THE AGENDA**

**\*RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the Mayor be authorized, but not required, to sign a grant application and any related documents with the Texas Commission on Environmental Quality (TCEQ) for the Texas Emission Reduction Plan - Emissions Reduction Incentive Grant, on behalf of the Fleet Services Department, in the amount of TWO HUNDRED FORTY NINE THOUSAND SEVEN HUNDRED FIFTY and No/100 Dollars (\$249,750.00) for the conversion of existing diesel powered refuse trucks to CNG/Diesel hybrid power. The converted vehicles will produce less NOX emissions and will reduce pollution in El Paso. Matching funds are currently not required.

NOTE: Resolution was revised to add the language "but not required".

.....  
Item: Discussion and action concerning what legitimate course of action, if any, is available to the El Paso City Council to address the concerns brought by members of the public regarding alleged inefficiencies, neglect/s of duty and/or misconduct in office as would relate to Commissioner/s of the El Paso Housing Authority. Specifically, does the El Paso City Council, being made aware of these allegations, have any oversight authority over the Commissioner's of the El Paso Housing Authority, and if not, what remedy/ies are available to the El Paso City Council to address these concerns, as would be set forth under the City Charter, Municipal Code, or the applicable section/s of the Texas Government Code?

Representatives Austin, Cushing and Lozano asked questions of City staff members Ms. Lisa A. Elizondo, City Attorney, and Ms. Laura Uribarri, Mayor's Office.

Representative Cobos provided documentation for members of the Press (on file in the City Clerk's Office) and commented on residents of the Housing Authority of the City of El Paso ("HACEP") being evicted.

Mr. Al Velarde, Public Information Officer and Acting Division Director of Housing and Community Services, responded to questions presented by the Council Members.

Representative Cushing referred to a letter written by the HACEP's attorney, Mr. Robert Blumenfeld, and addressed comments within the letter.

Representative Rojas questioned Mr. Velarde on how the residents of HACEP were counseled.

Ms. Maria Christina Rivera, resident of HACEP, presented documents to the Council Members referencing the eviction of Ms. Elvira Aguilar and Ms. Margarita Mesa (on file in the City Clerk's Office). She made comments and Ms. Diana Nunez, Deputy City Clerk, interpreted from Spanish to English.

Motion made by Representative Cushing, seconded by Representative Austin and unanimously carried to move into Executive Session the item above.

Motion made by Representative Cushing, seconded by Representative Cobos and carried to instruct the City Attorney's Office to review the audiotape of the February 25, 2004, Housing Authority of the City of El Paso meeting, the documents and the testimony presented today and to come back to City Council within two weeks with available remedies, if any, under the El Paso City Charter, the Municipal Code and the Texas Government Code.

AYES: Representatives Austin, Cushing, Lozano, Escobar, Rojas and Cobos

NAYS: Representative Cook

Mr. Tom Hernandez, resident of HACEP, provided a petition with over 100 signatures to the Council Members (on file in the City Clerk's office). He spoke in favor of the HACEP Board and the management of the Housing Authority. He added that the residents of HACEP welcome Representative Cobos' suggestion of a Legislative Review Committee of the Whole meeting to discuss HACEP issues.

Ms. Aurora Velarde, resident of HACEP, spoke in opposition of the HACEP.

Ms. Sara Sepulveda, resident of HACEP, spoke in favor of the HACEP.

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\*Motion made, seconded and unanimously carried to delete the following executive session item:

Socorro Gomez, et. al. vs. The City of El Paso et. al., Cause No. EP-03-CA-0273 (551.071)  
.....

Motion made by Representative Cushing, seconded by Representative Austin and unanimously carried that the City Council retire into **EXECUTIVE SESSION** at 12:01 p.m. pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Sections 551.071 - 551.076 to discuss any of the following:

Section 551.071	CONSULTATION WITH ATTORNEY
Section 551.072	DELIBERATION REGARDING REAL PROPERTY
Section 551.073	DELIBERATION REGARDING PROSPECTIVE GIFTS
Section 551.074	PERSONNEL MATTERS
Section 551.076	DELIBERATION REGARDING SECURITY DEVICES

**26A.** Discussion and Action on Enforcement of Chapter 5.54 of the City of El Paso Municipal Code. (551.071)

**26B.** DISCUSSION AND ACTION on ASARCO Particulate Reduction Contract Enforcement (551.071)

**ADDN 2.** Discussion and action concerning what legitimate course of action, if any, is available to the El Paso City Council to address the concerns brought by members of the public regarding alleged inefficiencies, neglect/s of duty and/or misconduct in office as would relate to Commissioner/s of the El Paso Housing Authority. Specifically, does the El Paso City Council, being made aware of these allegations, have any oversight authority over the Commissioner's of the El Paso Housing Authority, and if not, what remedy/ies are available to the El Paso City Council to address these concerns, as would be set forth under the City Charter, Municipal Code, or the applicable section/s of the Texas Government Code? (551.071)

**ADDN 3.** Discussion and Action on Cause No. 2003-2656 - Budget Rent-A-Car of El Paso, Texas v. City El Paso, Texas (551.071)

Motion made by Representative Austin, seconded by Representative Cushing and carried to postpone two (2) weeks the following executive session item:

AYES: Representatives Austin, Cushing, Lozano and Escobar  
NAYS: Representatives Cook, Rojas and Cobos

Representatives Rojas and Cobos were not present for the vote.


AYES: Representatives Austin, Cushing, Lozano, Escobar, Rojas and Cobos  
NAYS: Representative Cook

Representatives Rojas and Cobos were not present for the vote.

Motion made by Representative Cushing, seconded by Representative Escobar and unanimously carried to adjourn this meeting at 12:54 p.m.

Representatives Rojas and Cobos were not present for the vote.

APPROVED AS TO CONTENT:

  
Richarda Duffy Momsen, City Clerk